



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Class Specification Revision for Plant and Equipment Mechanic.

MEETING DATE: September 17, 1997

SUBMITTED BY: Human Resources Director

RECOMMENDED ACTION: To approve revised class specification for Plant and Equipment Mechanic.

BACKGROUND INFORMATION: The class specification has been revised to accurately reflect updates in the position and reporting relationships.

COST: None

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Joanne Narloch", written over a horizontal line.

Joanne Narloch, Human Resources Director

Prepared by: Mary Ann Turner, Human Resources Analyst II

cc: Jack Ronsko, Public Works Director

APPROVED: _____

A handwritten signature in dark ink, appearing to read "H. Dixon Flynn", written over a horizontal line.

H. Dixon Flynn -- City Manager

CITY OF LODI

PLANT AND EQUIPMENT MECHANIC

DEFINITION

Under direction, performs skilled operational, mechanical and maintenance work on wells, water storage tanks, pumping stations, disinfection systems, granular activated carbon treatment systems, pumps and motors, and related equipment for the water treatment system, storm and wastewater pumping stations and wastewater treatment facility; responds to customer water and wastewater service calls and operational emergencies; performs specialized systems maintenance tasks as assigned.

DISTINGUISHING CHARACTERISTICS

This is a journey level class in the Water/Wastewater Division of the Public Works Department, performing operational, preventative maintenance and technical mechanical work. Positions in this class work at the wastewater treatment facility and/or on city-wide water treatment and distribution, and wastewater systems. It is distinguished from the Water/Wastewater Maintenance Worker III classes in that it performs primarily operational and mechanical functions, works independently, and does not lead a field crew.

SUPERVISION RECEIVED AND EXERCISED

Receives lead supervision and direction from the Senior Plant and Equipment Mechanic.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Inspects, operates, adjusts, diagnoses, and repairs granulated activated carbon systems, wells, wastewater pumps, storm pumps, valves, compressors, meters, water and wastewater services, emergency generators, wastewater facility equipment.
- Inspects, operates, diagnoses and repairs gas, liquid and generation chlorination systems, UV disinfection equipment, sulfur dioxide equipment, hydraulic units, boilers, heat exchangers and other stationary equipment.
- Performs and logs regularly scheduled preventative maintenance work. Repairs and replaces drive mechanisms, chains, sprockets and gears in primary and secondary sedimentation tanks. Replaces bearings, belts, seals, sleeves and pump shaft packing.
- Performs a variety of plumbing, carpentry and metal fabrication duties
- Responds to customer complaints regarding taste and odor, conservation, water and wastewater services and locates customer service lines.

EXAMPLES OF DUTIES (Cont'd):

Coordinates repair work with electricians and/or contractors.
Records electrical and flow reading from water, wastewater, and storm pumps.
Maps and records water valve, water line, sewer line and fire hydrant locations.
Maintains supply of water sampling equipment and collects samples for water quality analyses including chlorine residual and bacteria testing.
Uses and maintains a variety of hand, power, and shop tools and equipment.
Assists street, water and wastewater crews in emergencies when needed.
Provides direction to assisting staff; instructs them in proper work procedures and safety precautions.
Reads, maintains and repairs gauges and meters to ensure the proper operations of water and wastewater systems.
Cleans and oversees landscaped areas, roadways, and general grounds at wells, storms and wastewater pump stations.
Maintains tools, vehicle, equipment and work areas in a clean, safe condition.
Performs other related duties as required

MINIMUM QUALIFICATIONS

KNOWLEDGE OF

Mechanics of water, wastewater and storm systems and pumps, hydraulic units, boilers, collection units, displacement blowers, gas compressors, anaerobic digesters, emergency generators, and other related equipment.
Principals of plumbing.
Methods, materials and equipment used in maintenance of water/wastewater systems.
Crane rigging principals and techniques.
Basic mathematics.
Proper loading and unloading of chlorine cylinders.
Safe work practices in the water and wastewater industry.
Use and maintenance of a variety of tools and equipment used in water and wastewater systems.
Principals of water treatment.

ABILITY TO:

Operate and perform maintenance work on water and wastewater system equipment.
Operate gas and arc welding equipment safely.
Diagnose and repair mechanical problems in water and wastewater systems.
Work independently.
Communicate clearly and concisely with employees, contractors and the general public.
Maintain accurate records.
Understand and follow oral and written instructions.

MINIMUM QUALIFICATIONS (Cont'd):

ABILITY TO:

Read and interpret manuals, construction plans and specifications.
Establish and maintain cooperative work relationships with city employees, vendors, and the general public.
Operate granular activated carbon water treatment systems, chlorine generation systems and UV disinfection systems.

EDUCATION AND EXPERIENCE

Any combination of experience and education that would likely produce the qualifying knowledge and ability. A typical combination is:

Education:

Completion of high school or its equivalent.

Experience:

Three years of experience working with water and/or wastewater systems.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License from the California Department of Motor Vehicles. Prior to permanent appointment, the appropriate Commercial Driver's License with endorsements, as mandated by the State of California Commercial Vehicle Code.

Possession of a California Grade II Water Treatment Plant Operator certificate issued by the Department of Health Services within 24 months of appointment.

RESOLUTION NO. 97-146

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING THE REVISED CLASS SPECIFICATION FOR
PLANT AND EQUIPMENT MECHANIC

BE IT RESOLVED, that the Lodi City Council does hereby approve the revised class specification for the Plant and Equipment Mechanic, as shown on Exhibit A, attached hereto.

Dated: September 17, 1997

I hereby certify that Resolution No. 97-146 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 17, 1997 by the following vote:

AYES: Council Members -

NOES: Council Members -

ABSENT: Council Members -

ABSTAIN: Council Members -

ALICE M. REIMCHE
City Clerk

PLANT AND EQUIPMENT MECHANIC

DEFINITION

Under direction, performs skilled operational, mechanical and maintenance work on wells, water storage tanks, pumping stations, disinfection systems, granular activated carbon treatment systems, pumps and motors, and related equipment for the water treatment system, storm and wastewater pumping stations and wastewater treatment facility; responds to customer water and wastewater service calls and operational emergencies; performs specialized systems maintenance tasks as assigned.

DISTINGUISHING CHARACTERISTICS

This is a journey level class in the Water/Wastewater Division of the Public Works Department, performing operational, preventative maintenance and technical mechanical work. Positions in this class work at the wastewater treatment facility and/or on city-wide water treatment and distribution, and wastewater systems. It is distinguished from the Water/Wastewater Maintenance Worker III classes in that it performs primarily operational and mechanical functions, works independently, and does not lead a field crew.

SUPERVISION RECEIVED AND EXERCISED

Receives lead supervision and direction from the Senior Plant and Equipment Mechanic.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Inspects, operates, adjusts, diagnoses, and repairs granulated activated carbon systems, wells, wastewater pumps, storm pumps, valves, compressors, meters, water and wastewater services, emergency generators, wastewater facility equipment.
- Inspects, operates, diagnoses and repairs gas, liquid and generation chlorination systems, UV disinfection equipment, sulfur dioxide equipment, hydraulic units, boilers, heat exchangers and other stationary equipment.
- Performs and logs regularly scheduled preventative maintenance work. Repairs and replaces drive mechanisms, chains, sprockets and gears in primary and secondary sedimentation tanks. Replaces bearings, belts, seals, sleeves and pump shaft packing.
- Performs a variety of plumbing, carpentry and metal fabrication duties
- Responds to customer complaints regarding taste and odor, conservation, water and wastewater services and locates customer service lines.

EXAMPLES OF DUTIES (Cont'd):

Coordinates repair work with electricians and/or contractors.
Records electrical and flow reading from water, wastewater, and storm pumps.
Maps and records water valve, water line, sewer line and fire hydrant locations.
Maintains supply of water sampling equipment and collects samples for water quality analyses including chlorine residual and bacteria testing.
Uses and maintains a variety of hand, power, and shop tools and equipment.
Assists street, water and wastewater crews in emergencies when needed.
Provides direction to assisting staff; instructs them in proper work procedures and safety precautions.
Reads, maintains and repairs gauges and meters to ensure the proper operations of water and wastewater systems.
Cleans and oversees landscaped areas, roadways, and general grounds at wells, storms and wastewater pump stations.
Maintains tools, vehicle, equipment and work areas in a clean, safe condition.
Performs other related duties as required

MINIMUM QUALIFICATIONS

KNOWLEDGE OF

Mechanics of water, wastewater and storm systems and pumps, hydraulic units, boilers, collection units, displacement blowers, gas compressors, anaerobic digesters, emergency generators, and other related equipment.
Principals of plumbing.
Methods, materials and equipment used in maintenance of water/wastewater systems.
Crane rigging principals and techniques.
Basic mathematics.
Proper loading and unloading of chlorine cylinders.
Safe work practices in the water and wastewater industry.
Use and maintenance of a variety of tools and equipment used in water and wastewater systems.
Principals of water treatment.

ABILITY TO:

Operate and perform maintenance work on water and wastewater system equipment.
Operate gas and arc welding equipment safely.
Diagnose and repair mechanical problems in water and wastewater systems.
Work independently.
Communicate clearly and concisely with employees, contractors and the general public.
Maintain accurate records.
Understand and follow oral and written instructions.

MINIMUM QUALIFICATIONS (Cont'd):

ABILITY TO:

Read and interpret manuals, construction plans and specifications.
Establish and maintain cooperative work relationships with city employees, vendors, and the general public.
Operate granular activated carbon water treatment systems, chlorine generation systems and UV disinfection systems.

EDUCATION AND EXPERIENCE

Any combination of experience and education that would likely produce the qualifying knowledge and ability. A typical combination is:

Education:

Completion of high school or its equivalent.

Experience:

Three years of experience working with water and/or wastewater systems.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License from the California Department of Motor Vehicles. Prior to permanent appointment, the appropriate Commercial Driver's License with endorsements, as mandated by the State of California Commercial Vehicle Code.

Possession of a California Grade II Water Treatment Plant Operator certificate issued by the Department of Health Services within 24 months of appointment.